

MINUTES OF BOARD OF DIRECTORS MEETING OF JULY 14, 2021 OF BROOKSHIRE ESTATES

A meeting of the Board of Directors of Brookshire Estates was held on July 14, 2021, attended by President Mike Foss, Vice-President Dick L'Heureux, Treasurer Yvonne Tichelaar, Webmaster Jeff Cao and Secretary Judy Moschetto. The meeting was called to order by Mike and discussion proceeded pursuant to the agenda.

Financial Report. Yvonne reported that the HOA treasury is in good shape, all homeowner dues have been paid in full and the 2021 year to date expense report was presented and is attached hereto and incorporated herein.

Mailbox Cleaning and Repair. Members of the Board have viewed the mailbox clusters throughout the HOA and have determined that all need cleaning and treatment and some need repair and replacement of missing shakes. Members of the Board contacted three different roofing companies and obtained three bids to clean, treat and repair, as needed, all 19 mailboxes within our HOA with the following results:

1. Rainier Roofing: presented a bid of \$7,844 before tax.
2. Eagle Roofing: presented a bid of \$3,300 for six (6) boxes which were in the worst shape and presented a bid for all 19 boxes of \$8,500 before tax. Eagle Roofing also indicated it would power wash the supporting structures but would not stain the supporting structures.
3. Alpine Roofing presented a bid of \$3,187 including tax.

Each company indicated it would need to use water from homes adjacent to the mailbox clusters. The Treasurer estimated there would be very minimal cost to the homeowners. The Board discussed and voted to reach out to all homeowners in the HOA explaining the water need and requesting voluntary water use participation. Yvonne will compute the actual cost of water as closely as possible and deliver same to Board who will prepare an email and hard copy advising homeowners of the foregoing and requesting voluntary compliance.

The Board discussed the foregoing bids and unanimously voted to accept Alpine Roofing bid. Mike will contact Alpine to confirm the bid of \$3,187 including tax and that they will clean and treat all 19 mailboxes within our HOA. Upon confirmation Mike was authorized to schedule a specific date for said cleaning and treatment which the Board will include in its email and hard copy notice to homeowners regarding the foregoing.

There being no further business to come before the Board, it was moved, seconded and unanimously voted to adjourn the meeting which Mike then adjourned.

Respectfully submitted

Judy Moschetto, Board Secretary

YTD 2021 expense report

Item	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total
Landscaping Contract	\$1,960.66	\$1,960.66	\$1,960.66	\$1,960.66	\$1,960.66	\$1,960.66	\$1,960.66						\$13,724.62
Landscaping Misc		\$300.00					\$365.35						\$665.35
PSE	\$23.37	\$22.31	\$21.91	\$20.92	\$19.60	\$19.49							\$127.60
Water/Sewer				\$132.48	\$30.16	\$130.50							\$293.14
M/R Common Areas				\$1,500.00	\$2,295.00								\$3,795.00
M/R Water Audit													\$0.00
M/R Sprinkler System													\$0.00
M/R Tree care													\$0.00
M/R Signage													\$0.00
Office Supplies													\$0.00
Printing/Copies													\$0.00
Directory Publishing													\$0.00
Web Page	\$22.95	\$22.95	\$22.95	\$45.90	\$22.95	\$22.95							\$160.65
Miscellaneous					\$5.00								\$5.00
Postage	\$55.00												\$55.00
PO Box rental	\$134.00												\$134.00
Legal Fees HBLC													\$0.00
Taxes													\$0.00
PS&F Directors Liability		\$1,870.00											\$1,870.00
PS&F General Liability	\$1,828.00												\$1,828.00
Secretary of State, Dues													\$0.00
Annual Meeting, Hall													\$0.00
Annual Meeting, Projector													\$0.00
Garage Sale													
Total	\$4,023.98	\$4,175.92	\$2,005.52	\$3,659.96	\$4,333.37	\$2,133.60	\$2,346.01	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,678.38